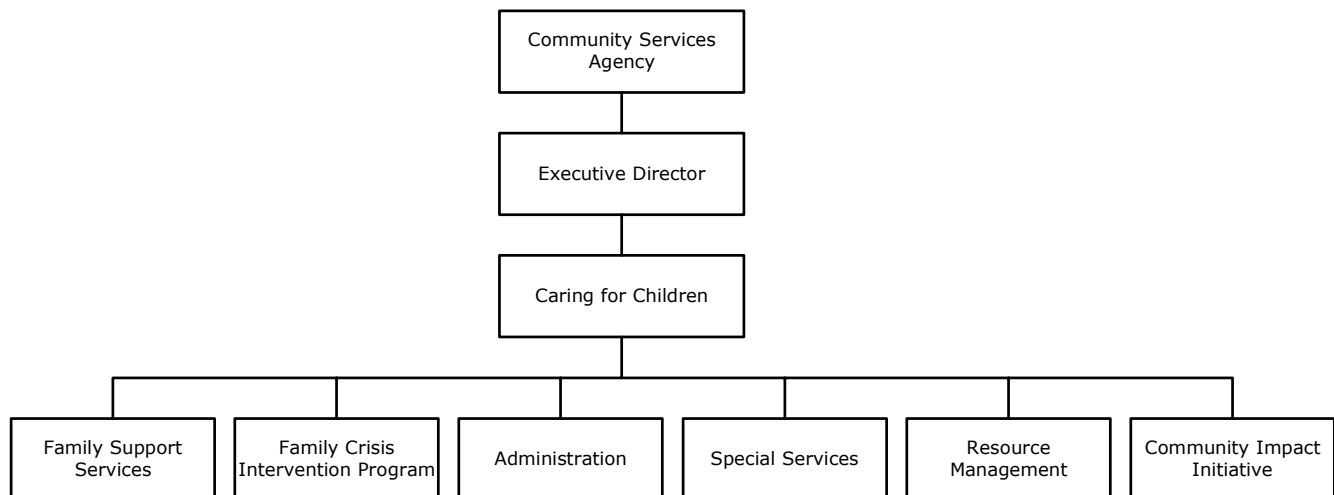


## 46 Caring for Children-At a Glance

Mission	Caring for Children’s mission is to protect children, families, and communities in Davidson County by preserving the family; by preventing children from entering state custody; by providing services, resources, and information to strengthen families.			
Budget Summary		2001-02	2002-03	2003-04
	Expenditures and Transfers:			
	GSD General Fund	\$0	\$822,000	\$881,000
	Special Purpose Fund	5,344,352	5,684,155	5,639,700
	Total Expenditures and Transfers	\$5,344,352	\$6,506,155	\$6,520,700
	Revenues and Transfers:			
	Program Revenue			
	Charges, Commissions, and Fees	\$0	\$0	\$0
	Other Governments and Agencies	5,308,352	5,670,666	5,633,000
	Other Program Revenue	36,000	0	0
	Total Program Revenue	\$5,344,352	\$5,670,666	\$5,633,000
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	0	13,489	6,700
Total Revenues	\$5,344,352	\$5,684,155	\$5,639,700	
Positions	Total Budgeted Positions	67	80	81
Contacts	Executive Director: Audrey Corder			

### Organizational Structure



# 46 Caring for Children-At a Glance

## Budget Highlights FY 2004

• Pay Plan/Benefit adjustments	\$26,600
• Information Systems billings	34,400
Total	<u>\$61,000</u>

## Overview

The Caring For Children (CFC) grant was increased by \$485,000 dollars for FY 2003 with two new Department of Children Services System programs, Independent Living and the Brian A Needs Assessment. Although CFC manages this money, these are funds that benefit children in the Brian A Class Action Lawsuit and those youth that have been aged out of the Department of Children Services System. State dollars for non-custodial services were cut by \$80,400 in 2002 and will be cut again in FY03/04 by \$79,800.



## CARING FOR CHILDREN

The Caring For Children Program is designed to provide services to all non-custodial children in Davidson County who are at risk of entering State custody. The program accepts referrals from the Tennessee Department of Children's Services and the Davidson County Juvenile Court. The program also manages flexible funding for families. Staff members investigate over 3,000 child protective services referrals from the state. When a family is assigned to a case manager, an action plan is developed that serves as a guideline to measure the progress of the family toward reducing the risks identified when the case was established.

The program is funded wholly by a grant from the Community Services Agency (CSA). The grant includes both federal and state funds, which are granted to the CSA by the Tennessee Department of Children's Services.

The YWCA Youth @ Work Grant funds a position to offer additional employment training, educational opportunities and supportive services for youth in the Juvenile or Foster Care system or are referred as non-custodial cases through the Caring for Children Program.

The America's Promise is a program funded by the State of Tennessee through the Davidson County Community Services Agency (CSA) for the purpose of training an

individual in the area of community outreach and youth development.

## FAMILY SUPPORT SERVICES

Family Support Services provides quality services to children and families at risk of coming into State custody. The services are family focused and child-centered. The components are targeted case management that is a process that engages the family in a positive helping relationship, purchased services and flexible funding.

## FAMILY CRISIS INTERVENTION PROGRAM

The Family Crisis Intervention Program (FCIP) is a legally mandated program designated to work specifically with unruly children (status offences i.e., running away, curfew violations, truancy, or not following reasonable commands of their parent or legal guardians and may be at risk of coming into State custody). FCIP will provide immediate response to the child and family with focus on the problem at hand in an effort to help the family through the crisis period. Staff works to stabilize the family and assist them in gathering resources to address needs and prevent further crisis.

## ADMINISTRATION

The Administration Unit is the management team that oversees the quality assurance and training responsibility of the agency as well as the day-to-day management of CFC. This team implements strategic planning goals and creates and implements all policy and procedural changes.

## SPECIAL SERVICES

The Special Services Unit handles non-custodial assessments, pre-dispositional reports and private party home studies referred by Juvenile Court. Assessments and reports supplied to the court are based on specific information that the court requests.

## RESOURCE MANAGEMENT

The Resource Management gatekeeps the fiscal responsibilities for the Department of Children's Services (DCS) specialized contracts and the flex funds accounts. This unit also monitors the provider contracts administered by CFC.

## COMMUNITY IMPACT INITIATIVE

The Community Impact Initiative provides quality service to children and families with identified risks in the areas of housing, community, medical, mental health, and education and family interaction. Services are family focused and child centered. The components are resource case management that engages the family in a positive strength-based intervention, purchased services, and flex funding. Target population is those children that can benefit from Prevention Services, those children who have had significant contact with DCS/CPS or Juvenile Court.

## 46 Caring for Children-Performance

Objectives	Performance Measures	FY 2002 Budget	FY 2002 Actuals	FY 2003 Budget	FY 2004 Budget
<b>CARING FOR CHILDREN</b>					
1. Monitor the care of all Davidson County children referred to the program that are at risk of entering State custody.	Number of children served	5,000	4,427	5,000	5,000
<b>FAMILY SUPPORT SERVICES</b>					
1. Provide quality, accountable family focused services to reduce the risks to children while keeping them safe in their community, empowering families to remain together.	a. Number of children entering state custody	972	1,557	827	1,000
	b. Total number of children served	900	962	1,200	962
<b>FAMILY CRISIS INTERVENTION PROGRAM</b>					
1. Provide immediate response and intervention to the child and family, focusing on defusing the presenting problem while navigating the family through the crisis state.	a. Number of children entering custody	972	783	827	1,000
	b. Total number of children served	950	962	1,200	962
<b>ADMINISTRATION</b>					
1. Establish and implement a system that ensures quality performance by employees so that they are equipped with the knowledge and skill level needed to perform effectively.	a. Employees having identified training as part of evaluation	180	180	180	180
	b. Quality management audit case file review	100	989	100	1,107
	c. Management action strategic plan	1	1	1	1
<b>SPECIAL SERVICES</b>					
1. Identify and coordinate community services ordered by Juvenile Court through non-custodial assessments and home studies.	a. Total number of children served	458	470	700	500
	b. Number of children entering state custody	972	962	827	962
<b>RESOURCE MANAGEMENT</b>					
1. Manage fiscal resources for DCS and CFC. Gatekeeps specialized contracts that allow services to be provided that may not directly need CFC staff. Provide centralized Intake for Juvenile Court and DCS.	Total number of children served	900	514	900	514

## 46 Caring for Children-Performance

<b>Objectives</b>	<b>Performance Measures</b>	<b>FY 2002 Budget</b>	<b>FY 2002 Actuals</b>	<b>FY 2003 Budget</b>	<b>FY 2004 Budget</b>
<b>COMMUNITY IMPACT INITIATIVE</b>					
1. Provide quality, accountable family focused services to reduce the risks to children while keeping them safe in their community, empowering families to remain together and providing services prior to significant contact with DCS/CPS or Juvenile Court.	a. Total number of children serviced	na	na	na	480
	b. Family functioning scores at intake and at closure	na	na	na	432

# 46 Caring for Children-Financial

## GSD General Fund

	<b>FY 2002 Budget</b>	<b>FY 2002 Actuals</b>	<b>FY 2003 Budget</b>	<b>FY 2004 Budget</b>
<b>OPERATING EXPENSE:</b>				
PERSONAL SERVICES	0	0	642,000	656,400
OTHER SERVICES:				
Utilities	0	0	0	0
Professional and Purchased Services	0	0	164,000	152,000
Travel, Tuition, and Dues	0	0	4,500	9,500
Communications	0	0	0	1,000
Repairs & Maintenance Services	0	0	0	0
Internal Service Fees	0	0	8,000	40,500
TOTAL OTHER SERVICES	0	0	176,500	203,000
OTHER EXPENSE	0	0	3,500	19,600
PENSION, ANNUITY, DEBT, & OTHER COSTS	0	0	0	0
EQUIPMENT, BUILDINGS, & LAND	0	0	0	0
SPECIAL PROJECTS	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>0</b>	<b>0</b>	<b>822,000</b>	<b>879,000</b>
<b>TRANSFERS TO OTHER FUNDS AND UNITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>822,000</b>	<b>881,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other Pass-Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
Subtotal Other Governments & Agencies	0	0	0	0
Other Program Revenue	0	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS FROM OTHER FUNDS AND UNITS:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# 46 Caring for Children-Financial

## Special Purpose Funds

	<b>FY 2002 Budget</b>	<b>FY 2002 Actuals</b>	<b>FY 2003 Budget</b>	<b>FY 2004 Budget</b>
<b>OPERATING EXPENSE:</b>				
PERSONAL SERVICES	3,139,176	2,766,468	3,138,148	3,464,500
OTHER SERVICES:				
Utilities	0	20,416	0	0
Professional and Purchased Services	1,944,061	1,679,303	2,253,663	1,902,200
Travel, Tuition, and Dues	57,400	58,251	65,100	53,700
Communications	1,100	57,122	3,170	36,100
Repairs & Maintenance Services	1,000	6,660	3,900	6,900
Internal Service Fees	45,364	121,372	95,434	22,700
TOTAL OTHER SERVICES	2,048,925	1,943,124	2,421,267	2,021,600
OTHER EXPENSE	116,946	173,307	100,740	68,500
PENSION, ANNUITY, DEBT, & OTHER COSTS	0	0	0	0
EQUIPMENT, BUILDINGS, & LAND	0	22,558	0	0
SPECIAL PROJECTS	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>5,305,047</b>	<b>4,905,457</b>	<b>5,660,155</b>	<b>5,554,600</b>
<b>TRANSFERS TO OTHER FUNDS AND UNITS</b>	<b>39,305</b>	<b>350,502</b>	<b>24,000</b>	<b>85,100</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>5,344,352</b>	<b>5,255,959</b>	<b>5,684,155</b>	<b>5,639,700</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	0	0	0	0
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	5,308,352	5,076,282	5,634,553	5,581,700
Fed Through Other Pass-Through	0	0	25,313	45,900
State Direct	0	0	0	0
Other Government Agencies	0	2,771	10,800	5,400
Subtotal Other Governments & Agencies	5,308,352	5,079,053	5,670,666	5,633,000
Other Program Revenue	36,000	0	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>5,344,352</b>	<b>5,079,053</b>	<b>5,670,666</b>	<b>5,633,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS FROM OTHER FUNDS AND UNITS:</b>	<b>0</b>	<b>3,584</b>	<b>13,489</b>	<b>6,700</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>5,344,352</b>	<b>5,082,637</b>	<b>5,684,155</b>	<b>5,639,700</b>

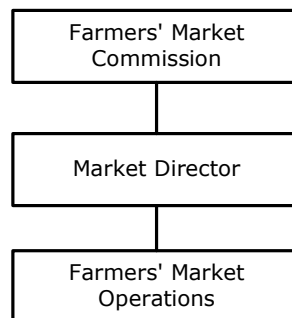
## 46 Caring for Children-Financial

			FY 2002		FY 2003		FY 2004	
<u>Class</u>	<u>Grade</u>		<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud Pos</u>	<u>Bud. FTE</u>
<b>46 Community Services Agency</b>								
Administrative Assistant 1	7241	SR09	0	0.0	1	1.0	1	1.0
Customer Service Manager	0746	SR14	1	1.0	1	1.0	1	1.0
Database Analyst	7285	SR13	1	1.0	1	1.0	1	1.0
Info Systems Analyst 1	7779	SR10	1	1.0	1	1.0	0	0.0
Office Support Rep 1	10120	SR04	2	0.0	2	1.5	3	2.5
Office Support Rep 2	10121	SR05	0	0.0	1	1.0	2	2.0
Office Support Rep 3	10122	SR06	6	7.0	7	8.0	7	7.0
Office Support Specialist 1	10123	SR07	2	2.0	2	2.0	2	2.0
Program Manager 1	7376	SR11	6	6.0	8	8.0	7	7.0
Program Manager 2	7377	SR12	0	0.0	0	0.0	1	1.0
Program Specialist 2	7379	SR08	15	15.0	15	15.0	10	8.98
Program Specialist 3	7380	SR10	33	33.0	41	41.0	46	46.0
<b>Total Positions &amp; FTE</b>			<b>67</b>	<b>66.0</b>	<b>80</b>	<b>80.5</b>	<b>81</b>	<b>79.48</b>

## 60 Farmers' Market Fund-At a Glance

Mission	Through a collaboration of government and local owner-operators, the Davidson County Farmers’ Market provides: a diverse collection of the freshest, highest-quality foods available; service to customers that is second to none; and products that provide a good value for the dollar; in an atmosphere that provides a unique shopping experience with an emphasis on Tennessee.			
Budget Summary	<div>2001-02</div> <div>2002-03</div> <div>2003-04</div> <div>Expenditures and Transfers:</div> <div>Farmers’ Market Fund</div> <div>Total Expenditures and Transfers</div> <div>Revenues and Transfers:</div> <div>Program Revenue</div> <div>Charges, Commissions, and Fees</div> <div>Other Governments and Agencies</div> <div>Other Program Revenue</div> <div>Total Program Revenue</div> <div>Non-Program Revenue</div> <div>Transfers From Other Funds and Units</div> <div>Total Revenues</div>	<div>2001-02</div> <div>2002-03</div> <div>2003-04</div> <div>Expenditures and Transfers:</div> <div>Farmers’ Market Fund</div> <div>Total Expenditures and Transfers</div> <div>Revenues and Transfers:</div> <div>Program Revenue</div> <div>Charges, Commissions, and Fees</div> <div>Other Governments and Agencies</div> <div>Other Program Revenue</div> <div>Total Program Revenue</div> <div>Non-Program Revenue</div> <div>Transfers From Other Funds and Units</div> <div>Total Revenues</div>	<div>2001-02</div> <div>2002-03</div> <div>2003-04</div> <div>Expenditures and Transfers:</div> <div>Farmers’ Market Fund</div> <div>Total Expenditures and Transfers</div> <div>Revenues and Transfers:</div> <div>Program Revenue</div> <div>Charges, Commissions, and Fees</div> <div>Other Governments and Agencies</div> <div>Other Program Revenue</div> <div>Total Program Revenue</div> <div>Non-Program Revenue</div> <div>Transfers From Other Funds and Units</div> <div>Total Revenues</div>	<div>2001-02</div> <div>2002-03</div> <div>2003-04</div> <div>Expenditures and Transfers:</div> <div>Farmers’ Market Fund</div> <div>Total Expenditures and Transfers</div> <div>Revenues and Transfers:</div> <div>Program Revenue</div> <div>Charges, Commissions, and Fees</div> <div>Other Governments and Agencies</div> <div>Other Program Revenue</div> <div>Total Program Revenue</div> <div>Non-Program Revenue</div> <div>Transfers From Other Funds and Units</div> <div>Total Revenues</div>
Positions	Total Budgeted Positions	8	8	8
Contacts	Farmers’ Market Director: Jim Cupit Financial Manager: Gipson Groom  900 8 <sup>th</sup> Avenue North 37208			email: jim.cupit@nashville.gov email: gipson.groom@nashville.gov  Phone: 880-2001      FAX: 880-2000

### Organizational Structure





# 60 Farmers' Market Fund-At a Glance

## Budget Highlights FY 2004

• Pay Plan/Benefit adjustments	\$11,600
• Information Systems billings	400
• Electricity	5,000
• Lease payment decrease	-1,600
• Security COLA increase	2,100
• Gas cost decrease	-5,000
• Repair expense increase	14,000
• Repair supply increase	13,700
Total	<u>\$40,200</u>

## Overview

### FARMERS' MARKET OPERATIONS

Farmers' Market operates a quality market with high standards of cleanliness, security, and product offering and

continues as a self-supporting enterprise fund by means of efficient revenue generation and expenditure control.



# 60 Farmers' Market Fund-Performance

Objectives	Performance Measures	FY 2002 Budget	FY 2002 Actuals	FY 2003 Budget	FY 2004 Budget
<b>FARMERS' MARKET OPERATIONS</b>					
1. To operate as an Enterprise Fund at or above a break-even point.	Monthly results presented to our board. Yearly revenue results presented by the external auditors	\$1,122,671	\$1,054,763	\$1,099,329	\$1,139,130
2. To maintain a clean and safe market for our vendors and the public in general.	Cost for the daily review of the cleanliness of the market. Daily security reports are presented to the operations manager and director	\$356,699	\$269,216	\$368,800	\$245,600

# 60 Farmers' Market Fund-Financial

## Farmers Market Fund

	FY 2002 Budget	FY 2002 Actuals	FY 2003 Budget	FY 2004 Budget
<b>OPERATING EXPENSE:</b>				
PERSONAL SERVICES	289,758	314,406	304,600	316,200
OTHER SERVICES:				
Utilities	199,500	183,995	207,900	207,900
Professional and Purchased Services	174,961	175,363	179,600	181,700
Travel, Tuition, and Dues	880	49	700	700
Communications	100,609	73,767	100,100	100,100
Repairs & Maintenance Services	14,931	28,372	14,000	28,000
Internal Service Fees	4,454	8,547	9,029	9,400
TOTAL OTHER SERVICES	495,335	470,093	511,329	527,800
OTHER EXPENSE	24,696	44,747	24,900	38,600
PENSION, ANNUITY, DEBT, & OTHER COSTS	259,708	293,906	258,500	256,900
EQUIPMENT, BUILDINGS, & LAND	53,174	0	0	0
SPECIAL PROJECTS	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>1,122,671</b>	<b>1,123,152</b>	<b>1,099,329</b>	<b>1,139,500</b>
<b>TRANSFERS TO OTHER FUNDS AND UNITS</b>	<b>0</b>	<b>225</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>1,122,671</b>	<b>1,123,377</b>	<b>1,099,329</b>	<b>1,139,500</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	819,997	934,839	840,872	882,600
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other Pass-Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
Subtotal Other Governments & Agencies	0	0	0	0
Other Program Revenue	42,966	25,027	0	0
<b>TOTAL PROGRAM REVENUE</b>	<b>862,963</b>	<b>959,866</b>	<b>840,872</b>	<b>882,600</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS FROM OTHER FUNDS AND UNITS:</b>	<b>259,708</b>	<b>259,708</b>	<b>258,457</b>	<b>256,900</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,122,671</b>	<b>1,219,574</b>	<b>1,099,329</b>	<b>1,139,500</b>

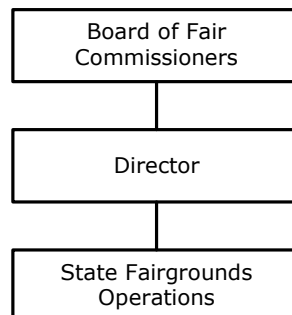
# 60 Farmers' Market Fund-Financial

			FY 2002		FY 2003		FY 2004	
	<u>Class</u>	<u>Grade</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>60 Farmers' Market - Fund 60152</b>								
Director of Farmers Market	07112	NS	1	1.0	1	1.0	1	1.0
Finance Mgr - Farmers Market	07709	NS	1	1.0	1	1.0	1	1.0
Office Assistant 1	07747	GS03	1	1.0	0	0.0	0	0.0
Office Support Spec 1	10123	SR07	0	0.0	1	1.0	1	1.0
Operations Mgr - Farmers Market	07708	NS	1	1.0	1	1.0	1	1.0
Sanitarian	04130	NS	4	5.0	4	3.5	4	4.0
<b>Total Positions &amp; FTE</b>			<b>8</b>	<b>9.0</b>	<b>8</b>	<b>7.5</b>	<b>8</b>	<b>8.0</b>

## 62 State Fair Fund-At a Glance

<b>Mission</b>	The mission is to be a major venue for agricultural, exhibition, entertainment, cultural, and educational uses for the purposes of enhancing the economic and social benefits to the residents and visitors to the Middle Tennessee region. Of primary importance is the staging of the annual Tennessee State Fair that showcases agriculture, commerce, technology, and industry of the region and provides quality educational and entertainment opportunities for its patrons.																																																						
<b>Budget Summary</b>	<table> <tr> <th></th><th><u>2001-02</u></th><th><u>2002-03</u></th><th><u>2003-04</u></th></tr> <tr> <td><b>Expenditures and Transfers:</b></td><td></td><td></td><td></td></tr> <tr> <td>State Fair Fund</td><td>\$3,803,964</td><td>\$3,816,367</td><td>\$3,987,000</td></tr> <tr> <td><b>Total Expenditures and Transfers</b></td><td><u>\$3,803,964</u></td><td><u>\$3,816,367</u></td><td><u>\$3,987,000</u></td></tr> <tr> <td><b>Revenues and Transfers:</b></td><td></td><td></td><td></td></tr> <tr> <td>Program Revenue</td><td></td><td></td><td></td></tr> <tr> <td>Charges, Commissions, and Fees</td><td>\$3,403,214</td><td>\$3,768,600</td><td>\$4,254,200</td></tr> <tr> <td>Other Governments and Agencies</td><td>0</td><td>0</td><td>0</td></tr> <tr> <td>Other Program Revenue</td><td>400,750</td><td>175,300</td><td>151,000</td></tr> <tr> <td><b>Total Program Revenue</b></td><td><u>\$3,803,964</u></td><td><u>\$3,943,900</u></td><td><u>\$4,405,200</u></td></tr> <tr> <td>Non-program Revenue</td><td>0</td><td>0</td><td>0</td></tr> <tr> <td>Transfers From Other Funds and Units</td><td>0</td><td>0</td><td>0</td></tr> <tr> <td><b>Total Revenues</b></td><td><u>\$3,803,964</u></td><td><u>\$3,943,900</u></td><td><u>\$4,405,200</u></td></tr> </table>		<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<b>Expenditures and Transfers:</b>				State Fair Fund	\$3,803,964	\$3,816,367	\$3,987,000	<b>Total Expenditures and Transfers</b>	<u>\$3,803,964</u>	<u>\$3,816,367</u>	<u>\$3,987,000</u>	<b>Revenues and Transfers:</b>				Program Revenue				Charges, Commissions, and Fees	\$3,403,214	\$3,768,600	\$4,254,200	Other Governments and Agencies	0	0	0	Other Program Revenue	400,750	175,300	151,000	<b>Total Program Revenue</b>	<u>\$3,803,964</u>	<u>\$3,943,900</u>	<u>\$4,405,200</u>	Non-program Revenue	0	0	0	Transfers From Other Funds and Units	0	0	0	<b>Total Revenues</b>	<u>\$3,803,964</u>	<u>\$3,943,900</u>	<u>\$4,405,200</u>		
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<b>Positions</b>	Total Budgeted Positions	19	19																																																				
<b>Contacts</b>	<div> <div>State Fair Director: Rob Clifton</div> <div>email: rob.clifton@nashville.gov</div> <div>Financial Manager: Howell Townes</div> <div>email: howell.townes@nashville.gov</div> <div>Box 40208 37204</div> <div>Phone: 862-8980    FAX: 862-8992</div> </div>																																																						

### Organizational Structure



# 62 State Fair Fund-At a Glance

## Budget Highlights FY 2004

• Information Systems billings	\$ 9,200
• Flea Market	29,400
• Corporate sales	132,000
Total	<u>\$170,600</u>

## Overview

### STATE FAIRGROUNDS OPERATIONS

The State Fair has a five-member Board of Fair Commissioners that oversees the operation of the Tennessee State Fairgrounds on a year-around basis. The Tennessee State Fairgrounds consists of approximately

117 acres about 3 miles south of downtown Nashville, just a few blocks away from Interstate 65 and the 440 Parkway. It puts on the profitable Tennessee State Fair Flea Market for one weekend each month during all 12 months of the year. It also produces the annual ten-day Tennessee State Fair every September. The buildings on the Tennessee State Fairgrounds are rented for various events on a year-round basis, with the rental and set up of tables and chairs available. The Sports Arena is rented for the Weekly Professional Wrestling Matches. The 5/8-mile racetrack and accompanying 14,500-person grandstand on the Fairgrounds has the Weekly Racing Series most Saturday nights during racing season.

## 62 State Fair Fund-Performance

Objectives	Performance Measures	FY 2002 Budget	FY 2002 Actuals	FY 2003 Budget	FY 2004 Budget
<b>STATE FAIRGROUNDS OPERATIONS</b>					
1. Increase rental income paid to the Tennessee State Fair from racing (includes monster trucks during the annual ten-day Fair).	Rental income received by the Tennessee State Fair for racing (includes monster trucks during the annual ten-day Fair)	\$11,000	\$106,994	\$210,000	\$210,000
2. Increase booth rental income from the monthly Flea Market.	Flea Market booth rental revenue received by the Tennessee State Fair	\$1,231,214	\$1,230,844	\$1,350,000	\$1,300,000
3. Increase attendance at the annual ten-day Tennessee State Fair.	Attendance for the annual ten-day Tennessee State Fair	200,000	176,000	200,000	200,000

# 62 State Fair Fund-Financial

## State Fair Fund

	FY 2002 Budget	FY 2002 Actuals	FY 2003 Budget	FY 2004 Budget
<b>OPERATING EXPENSE:</b>				
PERSONAL SERVICES	960,289	996,323	1,092,464	1,253,900
OTHER SERVICES:				
Utilities	498,950	404,150	417,800	422,300
Professional and Purchased Services	918,550	714,962	773,400	807,000
Travel, Tuition, and Dues	10,675	4,891	11,100	21,800
Communications	324,400	275,709	318,800	304,400
Repairs & Maintenance Services	131,500	130,127	126,500	106,100
Internal Service Fees	48,300	59,182	60,703	66,900
TOTAL OTHER SERVICES	1,932,375	1,589,021	1,708,303	1,728,500
OTHER EXPENSE	516,300	489,194	495,600	451,100
PENSION, ANNUITY, DEBT, & OTHER COSTS	375,000	440,715	500,000	553,500
EQUIPMENT, BUILDINGS, & LAND	0	0	0	0
SPECIAL PROJECTS	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>3,783,964</b>	<b>3,515,253</b>	<b>3,796,367</b>	<b>3,987,000</b>
<b>TRANSFERS TO OTHER FUNDS AND UNITS</b>	<b>20,000</b>	<b>20,675</b>	<b>20,000</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>3,803,964</b>	<b>3,535,928</b>	<b>3,816,367</b>	<b>3,987,000</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	3,403,214	3,328,801	3,768,600	4,254,200
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other Pass-Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
Subtotal Other Governments & Agencies	0	0	0	0
Other Program Revenue	400,750	213,984	175,300	151,000
<b>TOTAL PROGRAM REVENUE</b>	<b>3,803,964</b>	<b>3,542,785</b>	<b>3,943,900</b>	<b>4,405,200</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	(3,806)	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>(3,806)</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS FROM OTHER FUNDS AND UNITS:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>3,803,964</b>	<b>3,538,979</b>	<b>3,943,900</b>	<b>4,405,200</b>



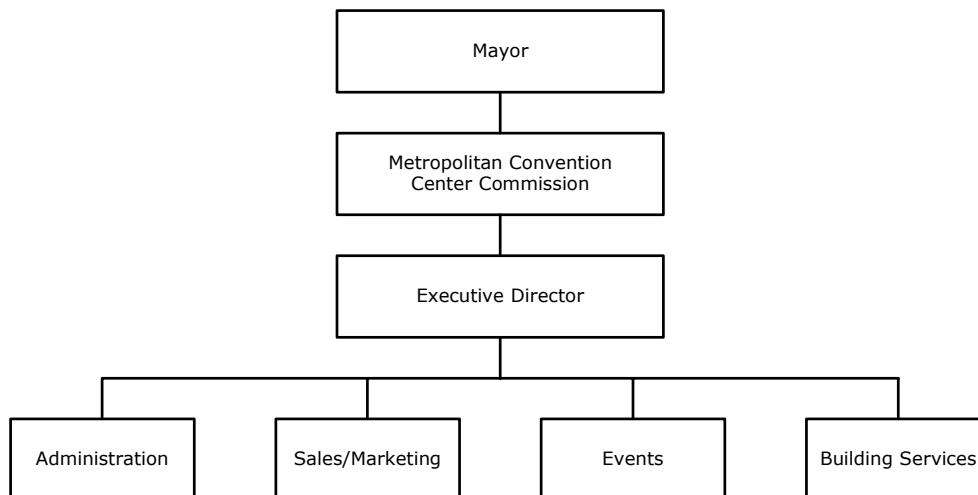
## 62 State Fair Fund-Financial

			FY 2002		FY 2003		FY 2004	
	<u>Class</u>	<u>Grade</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>62 State Fair - Fund 60156</b>								
Administrative Specialist	07720	SR11	2	2.0	2	2.0	2	2.0
Bldg Maintenance Supt	00842	TS13	1	1.0	0	0.0	0	0.0
Building Maintenance Supv	07256	TS11	0	0.0	1	1.0	1	1.0
Facility Coordinator	07040	SR11	1	1.0	1	1.0	0	0.0
Facility Manager	6830	SR12	0	0.0	0	0.0	2	2.0
Fair Director	01980	NS	1	1.0	1	1.0	1	1.0
Finance Officer 3	10152	SR12	1	1.0	1	1.0	1	1.0
Maintenance & Repair Supv	07327	TS08	1	1.0	1	1.0	1	1.0
Maintenance & Repair Worker 1	02799	TG03	4	4.0	4	4.0	4	4.0
Maintenance & Repair Worker 2	07328	TG04	1	1.0	1	1.0	1	1.0
Maintenance & Repair Worker 3	07329	TG06	3	3.0	3	3.0	1	1.0
Office Support Rep 1	10120	SR04	1	1.0	1	1.0	2	2.0
Office Support Rep 3	10122	SR06	1	1.0	1	1.0	1	1.0
Office Support Spec 1	10123	SR07	2	2.0	2	2.0	2	2.0
<b>Total Positions &amp; FTE</b>			<b>19</b>	<b>19.0</b>	<b>19</b>	<b>19.0</b>	<b>19</b>	<b>19.0</b>
<b>Seasonal/Part-time/Temporary</b>	09020	NS	<b>450</b>	<b>150.0</b>	<b>450</b>	<b>150.0</b>	<b>450</b>	<b>150.0</b>
<b>Grand Total Positions &amp; FTE</b>			<b>469</b>	<b>169.0</b>	<b>469</b>	<b>169.0</b>	<b>469</b>	<b>169.0</b>

## 63 Convention Center Fund-At a Glance

Mission	To generate economic impact in the Nashville and Middle Tennessee area through the presentation of well-serviced events in the facility. Economic impact is the direct and indirect financial benefit as result of delegate and attendee spending in hotels, restaurants, attractions, transportation and the service industry.			
Budget Summary		2001-02	2002-03	2003-04
	Expenditures and Transfers:			
	Convention Center Fund	\$5,259,521	\$5,313,874	\$5,405,600
	Total Expenditures and Transfers	\$5,259,521	\$5,313,874	\$5,405,600
	Revenues and Transfers:			
	Program Revenue			
	Charges, Commissions, and Fees	\$4,100,146	\$4,021,031	\$3,934,000
	Other Governments and Agencies	0	0	0
	Other Program Revenue	96,000	96,000	48,000
	Total Program Revenue	\$4,196,146	\$4,117,031	\$3,982,000
	Non-program Revenue	0	0	0
	Transfers From Other Funds and Units	1,163,375	1,366,843	1,423,600
Total Revenues	\$5,359,521	\$5,483,874	\$5,405,600	
Positions	Total Budgeted Positions	57	57	57
Contacts	Executive Director: Teresa Horton		email: teresa.horton@nashville.gov	
	Financial Manager: Demetra Pulley		email: demetra.pulley@nashville.gov	
	601 Commerce Street 37203-3724	Phone: 742-2002	FAX: 742-2014	

### Organizational Structure



# 63 Convention Center Fund-At a Glance

## Budget Highlights FY 2004

• Regular Pay/Pension increases	\$106,500
• Information Systems billings	15,600
• Postal Service billings	3,000
Total	<u>\$125,100</u>

## Overview

### CONVENTION CENTER

The mission of the Nashville Convention Center is to generate economic impact in Nashville and Middle Tennessee through the presentation of well-served events. Since the Center's opening in January of 1987, the Nashville Convention Center has brought in excess of 900 million dollars to the Nashville economy. The Convention Center's primary clients are trade shows, conventions, corporate meetings, consumer shows, and food and beverage functions. The Center generates revenue by renting the facility and charging for ancillary services to our clients. Ancillary services include food and beverage, audiovisual, telecommunications, utility services, staging equipment, security, emergency medical technicians, and refuse disposal. The revenue generated by the facility covers a large majority of the expenses incurred from the operations of the facility. The portion of the facility's annual expenses that are not covered by the Convention Center's revenue are subsidized by the local area Hotel/Motel tax. The Convention Center makes a special effort to minimize the subsidy needed from the Hotel/Motel tax each year by maximizing the revenues received from the events held in the facility, as well as controlling operating expenses each year.

### ADMINISTRATION

Under the direction of the Metropolitan Convention Center Commission, the Administration Department is responsible for the overall management, fiscal control, and development of a philosophy of management for the Nashville Convention Center and serves as the liaison with the Metropolitan Convention Center Commission.

### SALES/MARKETING

Under the direction of the Director of Sales/Marketing, the Sales/Marketing Department is responsible for solicitation and scheduling of events within the Nashville Convention

Center. Specific goals include achievement of economic impact for Nashville and the Middle Tennessee area, maintenance of high occupancy levels in the exhibit hall and meeting rooms, rental sales for the current and future years, and cash rent for the operating fiscal year. Emphasis is placed on booking events that meet a higher priority defined as events utilizing exhibit halls and major blocks of hotel rooms.

### EVENTS

Under the direction of the Director of Events, the Event Services Department is responsible for the logistical coordination and service of all events held within the Nashville Convention Center. Also, included under Event Services is administration of the following contracts: Audio-Visual, Communications/Technology, Event Security, Emergency Medical Services, Linen Services, Refuse Disposal, Temporary Labor, and Uniform Cleaning. The Event Services Department acts as a liaison between show management, exhibitors, service contractors, and all Nashville Convention Center Departments.



### BUILDING SERVICES

Under the direction of the Director of Operations, the Building Services Department is responsible for the administration, scheduling, and fiscal control of the Engineering Department. Also, included under the Building Services Department is the administration of the Nashville Convention Center's housekeeping and landscaping contracts.

## 63 Convention Center Fund-Performance

Objectives	Performance Measures	FY 2002 Budget	FY 2002 Actuals	FY 2003 Budget	FY 2004 Budget
<b>SALES/MARKETING</b>					
1. Generate economic impact on the Nashville and Middle Tennessee areas and increase revenue for the Center through increased sales activities by targeting certain types of conventions and trade shows.	a. Total attendance for all events	377,391	400,306	371,904	369,180
	b. Total revenue realized	\$4,196,146	\$3,892,609	\$4,117,031	\$3,981,957
	c. Total economic impact	\$87,000,000	\$96,500,000	\$88,600,000	\$84,000,000
<b>EVENTS</b>					
1. Provide service for each and every event in such a way as to encourage clients and participants to return to the Nashville Convention Center.	a. Total events	352	311	345	315
	b. Total event days	620	835	665	625
	c. Support revenue (telephone, equipment, labor, food and beverage, advertising, utilities)	\$2,084,944	\$1,963,362	\$2,115,157	\$1,981,957
<b>BUILDING SERVICES</b>					
1. Perform guidance in the operations of the Nashville Convention Center to insure adequate performance in all daily functions.	a. Subsidy required from hotel/motel tax	\$1,063,375	\$1,114,434	\$1,128,002	\$1,358,494
	b. Percentage of occupancy rate for Nashville Convention Center	80%	67%	80%	70%

# 63 Convention Center Fund-Financial

## Convention Center Fund

	FY 2002 Budget	FY 2002 Actuals	FY 2003 Budget	FY 2004 Budget
<b>OPERATING EXPENSE:</b>				
PERSONAL SERVICES	2,251,947	2,141,385	2,324,185	2,473,000
OTHER SERVICES:				
Utilities	933,370	1,001,939	1,024,900	1,027,100
Professional and Purchased Services	999,418	950,772	909,600	881,800
Travel, Tuition, and Dues	92,141	75,787	96,300	81,200
Communications	296,448	178,429	233,300	221,700
Repairs & Maintenance Services	200,653	224,364	254,800	263,600
Internal Service Fees	31,736	78,973	98,389	124,200
TOTAL OTHER SERVICES	2,553,766	2,510,264	2,617,289	2,599,600
OTHER EXPENSE	293,808	458,629	314,000	333,000
PENSION, ANNUITY, DEBT, & OTHER COSTS	0	1,180,593	0	0
EQUIPMENT, BUILDINGS, & LAND	160,000	0	58,400	0
SPECIAL PROJECTS	0	0	0	0
<b>TOTAL OPERATING EXPENSE</b>	<b>5,259,521</b>	<b>6,290,871</b>	<b>5,313,874</b>	<b>5,405,600</b>
<b>TRANSFERS TO OTHER FUNDS AND UNITS</b>	<b>0</b>	<b>100,525</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSE AND TRANSFERS</b>	<b>5,259,521</b>	<b>6,391,396</b>	<b>5,313,874</b>	<b>5,405,600</b>
<b>PROGRAM REVENUE:</b>				
Charges, Commissions, & Fees	4,100,146	3,819,478	4,021,031	3,934,000
Other Governments & Agencies				
Federal Direct	0	0	0	0
Fed Through State Pass-Through	0	0	0	0
Fed Through Other Pass-Through	0	0	0	0
State Direct	0	0	0	0
Other Government Agencies	0	0	0	0
Subtotal Other Governments & Agencies	0	0	0	0
Other Program Revenue	96,000	48,462	96,000	48,000
<b>TOTAL PROGRAM REVENUE</b>	<b>4,196,146</b>	<b>3,867,940</b>	<b>4,117,031</b>	<b>3,982,000</b>
<b>NON-PROGRAM REVENUE:</b>				
Property Taxes	0	0	0	0
Local Option Sales Tax	0	0	0	0
Other Tax, Licenses, & Permits	0	0	0	0
Fines, Forfeits, & Penalties	0	0	0	0
Compensation From Property	0	0	0	0
<b>TOTAL NON-PROGRAM REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSFERS FROM OTHER FUNDS AND UNITS:</b>	<b>1,163,375</b>	<b>1,163,375</b>	<b>1,366,843</b>	<b>1,423,600</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>5,359,521</b>	<b>5,031,315</b>	<b>5,483,874</b>	<b>5,405,600</b>

# 63 Convention Center Fund-Financial

			FY 2002		FY 2003		FY 2004	
<u>Class</u>	<u>Grade</u>		<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>	<u>Bud. Pos.</u>	<u>Bud. FTE</u>
<b>63 Convention Center - Fund 60162</b>								
Bldg Maintenance Supervisor	7256	TS11	1	1.0	1	1.0	1	1.0
Cvn Ctr Accountant	6762	SR12	1	1.0	1	1.0	1	1.0
Cvn Ctr Accounts Payable Clerk	7269	SR06	1	1.0	1	1.0	1	1.0
Cvn Ctr Accts Receivable Clerk	7770	SR06	1	1.0	1	1.0	1	1.0
Cvn Ctr Ambassador 1	6986	SR03	6	5.5	6	5.5	6	5.5
Cvn Ctr Ambassador 2	6755	SR04	2	2.0	2	2.0	2	2.0
Cvn Ctr Assoc Dir Sales/Market	7273	SR13	1	1.0	1	1.0	1	1.0
Cvn Ctr Dir	6694	DP02	1	1.0	1	1.0	1	1.0
Cvn Ctr Dir of Administration	6752	SR14	1	1.0	1	1.0	1	1.0
Cvn Ctr Dir of Events	7007	SR14	1	1.0	1	1.0	1	1.0
Cvn Ctr Dir of Sales/Marketing	6706	SR14	1	1.0	1	1.0	1	1.0
Cvn Ctr Director of Operations	6705	SR13	1	1.0	1	1.0	1	1.0
Cvn Ctr Event Mgr	7270	SR10	3	3.0	3	3.0	3	3.0
Cvn Ctr Event Mgr Senior	7271	SR11	1	1.0	1	1.0	1	1.0
Cvn Ctr Exec Asst	10157	SR10	1	1.0	1	1.0	1	1.0
Cvn Ctr Facilities Supv	6760	SR10	1	1.0	1	1.0	1	1.0
Cvn Ctr HR Coordinator	10170	SR12	1	1.0	1	1.0	1	1.0
Cvn Ctr Lead Maint Mechanic	6730	TL09	3	3.0	3	3.0	3	3.0
Cvn Ctr Lead Maint Mechanic Sr	7272	TL10	1	1.0	1	1.0	1	1.0
Cvn Ctr Lead Safety Officer	7276	SR06	1	1.0	1	1.0	1	1.0
Cvn Ctr Lead Svc Rep	10158	SR09	1	1.0	1	1.0	1	1.0
Cvn Ctr Marketing Coordinator	6758	SR08	1	1.0	1	1.0	1	1.0
Cvn Ctr Office Support Spec	6759	SR07	3	3.0	3	3.0	3	3.0
Cvn Ctr Safety Administrator	6716	SR10	1	1.0	1	1.0	1	1.0
Cvn Ctr Safety Officer 1	6984	SR04	7	3.5	7	3.5	7	3.5
Cvn Ctr Safety Officer 2	7005	SR05	4	4.0	4	4.0	4	4.0
Cvn Ctr Sales Mgr	6763	SR11	3	3.0	3	3.0	3	3.0
Cvn Ctr Set Up Leader	6733	TL07	5	5.0	5	5.0	5	5.0
Cvn Ctr Svc Rep	6722	SR08	1	1.0	1	1.0	1	1.0
Cvn Ctr Systems Admin	6988	SR12	1	1.0	1	1.0	1	1.0
<b>Total Positions &amp; FTE</b>			<b>57</b>	<b>53.0</b>	<b>57</b>	<b>53.0</b>	<b>57</b>	<b>53.0</b>